

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. PR-HQ-02-11865/0002		3. EFFECTIVE DATE 08/01/03	4. REQUISITION/PURCHASE REQ. NO. PR-HQ-02-11865
5. PROJECT NO. (If applicable)			
6. ISSUED BY Environmental Protection Agency Bid and Proposal Room, Ariel Rios Building (3802R) 1200 Pennsylvania Avenue, N.W. Washington, DC 20460		7. ADMINISTERED BY (If other than item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(✓)	9A. AMENDMENT OF SOLICITATION NO. PR-HQ-02-11865
		✓	9B. DATED (SEE ITEM 11) 07/17/03
			10A. MODIFICATION OF CONTRACT/ORDER NO.
			10B. DATED (SEE ITEM 13)
CODE	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☒ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this amendment 0002 to Solicitation PR-HQ-02-11865 is to provide answers to additional questions received in connection with preparing technical and cost proposals.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) KRISTIN S. WRIGHT	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)
Prescribed by GSA
FAR (48 CFR) 52.243

AMENDMENTS TO THE SOLICITATION

1. The attachment entitled "AMENDMENT 00002 QUESTIONS & ANSWERS" has been added. The text is as follows:

Amendment 0002 Request for Proposal (RFP) PR-HQ-02-11865
INNOVATIONS SOLICITATION

The Contracting Officer has received additional Questions in connection with the subject Innovations solicitation. The questions and answers follow:

Q.1 The Instructions for the Preparation of Proposals found in Section L.11 of the RFP indicate that offerors should respond to the Sample Work Assignments and prepare a work plan that describes how each plan will be accomplished. The RFP includes three (3) sample Work Assignments. Should offerors prepare and submit work plans for all three Work Assignments or just choose one?

A.1 The Contracting Officer expects that if offerors want to be responsive to the RFP and also expect to be evaluated fairly, then they need to prepare and submit work plans for all three (3) sample Work Assignments. Plainly, the Contracting Officer expects offerors to prepare and submit work plans for **all three (3) sample Work Assignments.**

Q.2 The Instructions for the Preparation of Proposals found in Section L.11 of the RFP has a list of things that should be included in the work plan. The Sample Work Assignments found in Attachment 2 each contain a "Task 1", which stipulates a different list of what should be included in a work plan. Are offerors required to address the additional items found in Task 1 of the sample Work Assignments, specifically: detailed cost estimate by task and staffing plan? If a staffing plan is required, does it need to identify specific staff and hours by professional level?

A.2 The Contracting Officer and Technical Evaluation Panel will be looking at the responsiveness of offerors relative to the sample Work Assignments in order to determine the knowledge and experience of respective offerors. Past Government contracting officers have incorporated real Work Assignments in solicitations and then issued the Work assignment upon award of the contract. This may or may not be the case in the immediate instance. Plainly, offerors should submit whatever information they believe is required to be responsive to the solicitation.

Q.3 Attachment 8 to the RFP, Past Performance Questionnaire, indicates that offerors should submit Part A of the Questionnaire as part of its Technical Proposal. Offerors could have dozens of relevant projects, taking up many valuable pages in the Technical proposal. In fact, the more relevant projects an offeror has, the fewer pages to respond to the other technical criteria remain. Would the Agency consider exempting these pages from the Technical Proposal count.

A.3 The Contracting Officer does not want to penalize offerors who have a vast amount of recent relevant experience to provide along with critical technical data. Therefore, in order to alleviate the existence of conflicting priorities in terms of providing evidence of technical superiority via-a-vis Past Performance information, the Past Performance Questionnaire is hereby exempt from the page limitation, **provided that the Past Performance Questionnaire data is submitted under separate cover at least one (1) week prior to the due date for the receipt of technical and cost proposals.** The current due date for the receipt of technical and cost proposals is no later than 2:00 PM EDT September 3, 2003.

Q.4 Amendment 0001 calls for an extension for the receipt of technical and cost proposals until September 3, 2003; however, block 11 of SF 30 indicates that the proposal due date has not been extended.

A.4 The Contracting Officer extended the due date for the receipt of Technical and Cost proposals to no later than 2:00 PM EDT on September 3, 2003 via amendment 0001 to the subject solicitation. Please now note that Block 11 of SF 30 indicates that the receipt of offers has been extended as a result of this amendment 0002 and the prior amendment 0001.